

# CASCADE CITY COUNCIL

# SECOND REGULAR MEETING and PUBLIC HEARING Monday, April 26, 2021 6:00 PM Cascade City Hall MINUTES

**CALL TO ORDER AND ROLL CALL** Meeting called to order at 6:01 pm.

Present Council Members Denise Tangen, Cynda Herrick and Rachel Huckaby, Ron Brown A **quorum** was present.

Present in person Judith Nissula, Mayor Janice Van Winkle, Clerk

Heather Soelberg, Treasurer

#### PLEDGE OF ALLEGIANCE

#### **PUBLIC COMMENT**

Elt Hasbrouk inquired when the City planned on the sidewalk installation from the front of the Court House to Howdy's. The County would like to include lighting as well.

## PUBLIC HEARING opened at 6:03 pm Partial Vacation of Service Way, 21-01

Council Member Cynda Herrick recused herself due to a conflict of interest.

Staff Report presented by the Treasurer who clarified that some properties were included in the vacation that should not have been and identified those. Valley County requested the partial vacation on February 25, 2021. The City P&Z was unable to make a recommendation to Council due to a lack of quorum. Idaho Power cannot vacate this easement because it is where the main feeder line for the city of Cascade exists. Cascade Rural Fire District does not support the easement from an emergency response and fire services standpoint. The City Building Official not in support the vacation due to the limited emergency exits. The Cascade Superintendent is not in support of the easement as the main water/sewer lines for the City are located within that area. A letter from Steve Bates who also represented indicated support for only a portion of the requested vacation.

County Commissioner Elt Hasbrouck presented his viewpoint. The 4<sup>th</sup> district court has concerns over the security of entrances to the courthouse and illustrated the potential for a truck bomb to enter the compound from the rear of the building. Something is needed, like a courtyard, between he Jail and the Courthouse on the north side. The Commissioners believe that they could live with the Idaho Power and City easements but would like to see a permanent solution to protect the courthouse from an attack. Something built into the roadbed to deter vehicular entry could be a viable solution. Commissioner Hasbrouck further expressed that if secure access to the courthouse is not resolved soon, trials will need to be moved to Boise. Transporting inmates and holding trials in Boise and housing and feeding Jurors would become expensive.

#### **Public Comment**

**For** Steve Bate, owner of LOT 15 and representing Renee Shue; owner of lots 16, 17 and

18 was in support of the vacation of lots 14 thru 18 but would still need the Service

Way entry to their businesses.

**Neutral** No Comments.

**Against** No Comments.

The Mayor closed the Public Hearing at 6:18 pm.

#### **NEW BUSINESS**

AB 21-52 Partial Vacation of Service Way (Action Item)

**Discussion:** There was discussion as to whether a possibility where the City can vacate the street and keep

the easements could exist or could an MOU be created to block the road and maintain 24/7

access for City utilities.

Motion by by Rachel Huckaby to deny the vacation on agenda bill No. 21-52 and work on an MOU to

explore alternative solutions.

The City Treasurer will work with City Attorney Matt Johnson to explore alternative

solutions.

Seconded by Ron Brown

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen

Yes, Ron Brown Recused, Cynda Herrick

Motion passed.

AB 21-54 MOU Renewal -Noxious Weeds for 6/1/21 through 9/30/21 (Action Item)

Motion by Cynda Herrick to renew the contract MOU for noxious weed abatement with Valley Cty.

Seconded by Rachel Huckaby

Discussion: Council Member Huckaby asked if the 2020-2021 MOU was completed to the city's

satisfaction and further inquired about the actual cost of services performed. The Mayor will

check with the City superintendent.

Roll Call Yes, Denise Tangen Yes, Cynda Herrick

Yes, Ron Brown Yes, Rachel Huckaby

Motion passed.

AB 21-55 Award of Chip Seal Project (Action Item)

Discussion: Two bids were received from Boswell Paving and Knife River. The City Engineer reviewed

both applications for completeness. Boswell Paving was the lowest bid and met all criteria. The chip sealing will occur on the beginning of Cabarton road to the new pavement and will include Lakeshore Drive No. 1 and No. 2 as well as the recently paved portions of Pine St.

and Front St.

Motion by Rachel Huckaby to accept the Boswell bid for Chip sealing in the amount of \$147,538.15

Seconded by Denise Tangen

Roll Call Yes, Ron Brown Yes, Denise Tangen

Yes, Cynda Herrick Yes, Rachel Huckaby

Motion passed.

## AB 21-56 Utility Fee Methodology

(Action Item)

Presentation by the City Treasurer to promote equitable utility rates. After another year of data gathering and a review of fixed and variable expenses, the City needs to look at cost of services to residential customers in relation to costs incurred by commercial customers. Base rates vs water use (consumption) rates need to be further reviewed. The City has changed the base rate in the past but not the water use rate. The water use rate needs to be increased to cover variable expense for high water users. There was further discussion regarding "availability" fees and "consumption (or use) fees".

The Mayor reiterated that water is a finite, natural resource which the City is committed to conserving.

No motion was necessary post discussion. Any fee changes can be made per resolution from time to time.

## AB 21-57 Confirm appointments of City Clerk and City Treasurer (Action Item)

Both the City Clerk, Janice Van Winkle and the City Treasurer, Heather Soelberg were sworn in by the Mayor who read the oaths of office and which were confirmed and pledged by the City Clerk and City Treasurer.

AB 21-58 FAA Grant Application and Sponsorship Certifications (Action Item)

FAA-AIP 3-16-0061-020-2021 runway seal coat and wind cone.

Motion by Cynda Herrick to approve the signing of and submit the grant application and sponsorship

certifications for FAA grant AIP 2-16-0061-020-2021 for runway seal coat and wind cone.

Seconded by Denise Tangen.

Roll Call Yes, Denise Tangen Yes, Cynda Herrick

Yes, Ron Brown Yes, Rachel Huckaby

Motion passed.

#### **AB 21-59** Treasurer Valley Transit funding request

(Action Item)

**Summation of grant** from Debbie Maxwell (Treasure Valley Transit)

This item will be put in the budget file and will be considered further. Debbie will be providing more data on users to/from Cascade. No Action necessary.

#### **AB 21-60** Food Pantry Truck – Grant

(Action Item)

If the grant that the City is applying for is on behalf of the food bank, does the vehicle then belong to the City of Cascade? An MOU could be created if there is a difference between the awarded grant funds and the actual costs if there are matching requirements.

Motion by Rachael Huckaby for approving the grant writer to pursue this grant for a delivery truck for

the Food Bank.

Seconded by Ron Brown

Roll Call Yes, Cynda Herrick Yes, Ron Brown

Yes, Rachel Huckaby Yes, Denise Tangen

Motion passed.

AB 21-61 Bad Debt – Utility (Action Item)

Motion by Cynda Herrick to approve the write-off of bad debt in the amount of \$6,052.63.

Seconded by Ron Brown

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen

Yes. Cynda Herrick Yes, Ron Brown

Motion passed.

## AB 21-62 Internal Budget Calendar

(Action Item)

For all Council Members to be able to attend the department roundtable schedule in mid-May, the date was changed from May 19<sup>th</sup> to May 20<sup>th</sup> so all could be in attendance. The meeting will start at 5:00 pm instead of 6:00 pm. and will last approximately two hours.

Council Member Tangen requested the Treasurer to provide (for the roundtable discussion) the detailed transactions for the LGIP accounts that show what items have been funded.

The budget calendar will the change of the August 2<sup>nd</sup> special meeting to August 9<sup>th</sup>, 2021.

Motion by Cynda Herrick to approve the 2021/2022 budget calendar.

Seconded by Rachel Huckaby

Roll Call Yes, Denise Tangen Yes, Cynda Herrick

Yes, Ron Brown Yes, Rachel Huckaby

Motion passed.

#### **CONSENT AGENDA**

## Payment approval report through April 23, 2021

(Action Item)

Motion by Rachel Huckaby to approve the payment approval report in the amount of \$37,774.72.

Seconded by Cynda Herrick

Clarifications: The AIC conference fees are for both the City Clerk and Treasurer to attend the conference. The \$6,000.00 to the City Attorneys office was for River District work related to the Flood Plain Development permit and the new attorney representing the River District.

Roll Call Yes, Ron Brown Yes, Rachel Huckaby

Yes, Denise Tangen Yes. Cynda Herrick

Motion passed.

March payroll reports were already approved. No action was necessary. (Action Item)

March 2021 Financials (Action Item)

Motion by Cynda Herrick to approve the financial statements ending 3/31/21.

Seconded by Denise Tangen

Roll Call Yes, Ron Brown Yes, Denise Tangen

Yes, Cynda Herrick Yes, Rachel Huckaby

Motion passed.

## **Approval of April 12, 2021 Meeting Minutes**

(Action Item)

Motion by Cynda Herrick to approve the April 12, 2021 minutes.

Seconded by Denise Tangen

Corrections: AB 21-49 "between the City and Idaho Parks and Rec" to "with Idaho Parks...".

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen

Yes. Cynda Herrick Yes, Ron Brown

Motion passed.

## **Mayor Update**

Grant funding for 1588' of Strand paving at 10' wide and 3" deep.

On Earth day city staff and (13) volunteers who picked up approximately 500 lbs. of trash in one hour.

The Council was asked to be aware of what action they would take in the event of an emergency or natural disaster and to come up with at least one plan.

Outline of what is planned for the May 10th agenda.

Discussion of the idea of combining City Hall and the Library.

At the end of the month, all ribbons on display downtown need to be removed.

**ADJOURNMENT** by Mayor Nissula at 8:02 pm